

# MEETING OF THE CITY OF RUSHVILLE, INDIANA

## BOARD OF PUBLIC WORKS AND SAFETY

NOVEMBER 2, 2021

5:30 P.M.

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**CALL TO ORDER:** The Board of Public Works and Safety of the City of Rushville met on the above date and time at 330 North Main Street Suite 200 Rushville, Indiana. Mayor Pavey called the meeting to order at 5:48 p.m.

**ROLL CALL:** Gary Cameron, Brad Berkemeier, Phil King, and John Pavey answered roll call. Also present was City Attorney, Tracy Newhouse.

**MINUTES:** Berkemeier moved to approve the minutes of the October 19, 2021 meeting as presented. Pavey seconded the motion. Motion carried.

**MAYOR'S REPORT:** None.

**CLERK-TREASURER'S REPORT:** None.

### DEPARTMENT HEAD REPORTS:

**Fire:** Assistant Chief Justice asked permission to hire a civilian paramedic contingent upon background and references checks meeting with the City's approval. Cameron made a motion to approve hiring Matteus Silea as a civilian paramedic contingent upon background and reference checks meeting with our approval. King seconded the motion. Motion carried.

**Street** – Commissioner Miller reported that they will begin picking up leaves on Monday.

**CITIZEN CONCERNS/COMMENTS:** Barb Drake, from Mocha Moose, said last year when there was a big snow the crosswalks on Main Street did not get cleared. This makes it difficult for pedestrians to cross the street. On occasion she would try to clear the way. Park Director Burklow stated that they take care of clearing the downtown sidewalks. He said this is a battle with the State trucks clearing the street and piling up at the crosswalks. Burklow said they would try to keep the crosswalks cleared.

### UNFINISHED BUSINESS:

1. **Personnel Policy/Handbook** – We are waiting on the final draft.
2. **Sale of Willow Street Property** – Ara reviewed the bid and approved the scoring. The only recommendation was that the bidder provide proof of funding. King moved to approve the sale to Henry Campbell. Pavey seconded the motion. Motion carried.

3. **Achieve your Degree Program Agreement** – The agreement was sent to Newhouse to review. We will move forward with the program.

**NEW BUSINESS:**

1. **Monthly Claims –**

Hunt Road - \$15,970.00

American Rescue Plan - \$38,620.00

Berkemeier moved to approve the claims as presented. Cameron seconded the motion. Motion carried.

2. **All Departments Minimum Hiring Policy Updated** – Mayor Pavey handed out a bare bones hiring policy for all departments to use. Pavey moved to approve the policy. Cameron seconded the motion. Motion carried.

3. **Fire/Rescue Department –**

- **Short-term Disability Case #2021-5** - An update will be given at the next meeting.

4. **Animal Control Staffing Status** – Director Hanna reported that she believes Malorie Poe will be a good fit. Berkemeier made a motion to approve hiring Poe at \$12.00 per hour. King seconded the motion. Motion carried.

5. **OOR Grant Administration Application** – The only bid received was from Administrative Resources Association. Cameron made a motion to table for review by the City Attorney. Berkemeier seconded the motion. Motion carried.

6. **Study of Structure and Staffing** – Mayor Pavey said he would like to assign Craig Tucker to the role of Public Safety Director over Fire & EMS. Cameron made a motion to approve Tucker to serve in the roll of Public Safety Director to perform an internal study of the Fire and EMS. Pavey seconded the motion. Motion carried.

**COVID – 19 Update:** Mayor Pavey reported that our numbers are headed in a positive direction. The school sent out a n update on their mask policy.

**ITEMS NOT KNOWN IN ADVANCE:** Mayor Pavey asked for approval for an updated-on call agreement with USI. Cameron moved to approve the updated version of the agreement with USI. Berkemeier seconded the motion. Motion carried.

**ADJOURN:** There was no further business to come before the Board; Berkemeier moved to adjourn. Pavey seconded the motion. The meeting adjourned at 6:22 p.m.